



DEPARTMENT OF THE NAVY

COMMANDER, FLEET ACTIVITIES SASEBO

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23 Sep 21

MEMORANDUM

From: Commander, Fleet Activities Sasebo

To: Active Duty and Reserve Personnel, Retirees, Military Dependents, Civilian Employees, Contractors, Host Nation Civilian Employees and Anyone with Installation Access

Subj: CFAS RESTRICTION OF MOVEMENT REQUIREMENTS AND GUIDELINES

- Ref: (a) CFAS Public Health Order of 23 Sep 21
(b) USFJ Force Public Health Order 21-003 with Correction 1 dtd 3 Sep 21
(c) Combined Appendices to USFJ Force Health Protection Order 21-003 dtd 3 Sep 21
(d) CNFJ/CNRJ COVID-19 Restriction of Movement Guidance in Response to COVID 19 Update VI dtd 17 Sep 21
(e) CNFJ/CNRJ Memorandum: Post Leave Restriction of Movement (ROM) Requirement of 9 Sep 20
(f) NAVADMIN 083/20
(g) NAVADMIN 037/21

1. This Memorandum establishes Restriction of Movement (ROM) policies and rules for persons subject to reference (a), in accordance with references (b) through (g). Definitions may be found in section 2 of reference (a). This Memorandum applies to military personnel, U.S. civilian personnel, contractors and their respective dependents assigned to or residing at Commander, Fleet Activities Sasebo (CFAS) (including off base residences). Master Labor Contractor (MLC) employees and Indirect Hire Agreement (IHA) employees are strongly encouraged to inform their supervisors of any situation that may necessitate self-isolation and to follow similar procedures as outlined here. Uniformed personnel who disobey these guidelines may be punished under the Uniform Code of Military Justice (UCMJ) for violation of Articles 84 and/or 92. Non-compliance by all other individuals that either have or desire base access may be subject to administrative measures such as curtailment, debarment or early return to the United States. **Operational commands may impose stricter ROM requirements. Persons attached to vessels or deployable units should inquire with their direct chain of command to ascertain what additional ROM requirements must be completed.** Enclosure (5) of reference (a) demonstrates the principles outlined in this policy. **This is a substantial revision that incorporates new requirements in reference (d).**

2. ROM.

a. General Rule. A 14-day period (336 hours) of restriction of movement—either **Travel ROM** or **Holding Period**—is required for all personnel arriving in Japan. Additionally, persons

Enclosure (1)

Subj: CFAS RESTRICTION OF MOVEMENT REQUIREMENTS AND GUIDELINES

who violate this Public Health Order (PHO) will also be required to ROM as a precautionary, not a punitive measure.

b. Travel ROM. For travelers, the amount of time spent in ROM depends on their COVID-19 history and vaccination status.

(1) **Fully-Vaccinated/Immunized Personnel.** ROM for these individuals will consist of a 14-day **Holding Period**. Personnel will be required to take a viral test on or after **day 5** of their Travel ROM and must be in receipt of a negative result in order to exit **Holding Period on day 14**. This is applicable to military, dependent and civilian travelers. In this status, personnel are permitted to travel directly between their place of work and domicile **by Privately Owned Vehicle (POV) or Government Owned Vehicle (GOV) only**. Additionally, MILAIR between installations and direct transit in a GOV or POV is permissible. **Walking and biking outside of a Military Installation to get to the installation is prohibited**. If at any time Immunized personnel in **Holding Period** become symptomatic, they will be transferred to Isolation or Quarantine as directed by CFAS medical. **Fully-vaccinated/Immunized Personnel who, after their Holding Period, become a close contact with a known positive are not required to quarantine per reference (b). Public health officials are responsible for verifying vaccination status and making this close contact determination, and will notify the Commands/organizations of those people who are determined to be close contacts. Commands/organizations shall notify those personnel (including their dependents) that they are close contacts. Commands/organizations shall place those personnel into a 14-day Holding Period as soon as possible, but no later than 24 hours after the Command/organization was notified by CFAS medical. The 14-day Holding Period begins on the date of the last close contact. Fully-vaccinated individuals in the Holding Period shall be tracked by their Command. Commands/organizations should notify immediate coworkers of the close contact status, and should consider adjusting the duties of personnel whose work does not allow proper social distancing. Vaccinated close contacts should avoid activities with higher than normal risk of transmission and limit contact with unvaccinated individuals until the completion of their 14-day Holding Period.**

(2) **Recovered Positive Personnel.** Recovered positives who travel to Japan, regardless of vaccination status, will not be subject to Travel ROM restrictions, but will be placed in a 14-day Holding Period. Recovered Positive Personnel who become a close contact of a known positive are not required to quarantine, but will be placed in a Holding Period by their Commands/organizations for 14 days from last contact with a known positive. Public health officials are responsible for making this close contact determination, and will notify the Commands/organizations of those people who are determined to be close contacts. Commands/organizations and affected personnel will follow the same notification, tracking, and mitigation procedures as described above for Fully-Vaccinated/Immunized Personnel.

(3) **Non-Vaccinated/Partially-Vaccinated Personnel.** Also known as non-immunized travelers. Travel ROM for asymptomatic personnel shall consist of 7 days restriction to domicile or other CFAS-approved lodging, such as the Navy Lodge. Travelers will observe the strict rules

Subj: CFAS RESTRICTION OF MOVEMENT REQUIREMENTS AND GUIDELINES

for ROM outlined in this Memorandum and ROM acknowledgement (provided below). These individuals will receive COVID-19 testing on or after day 5 of ROM. **If these individuals receive a negative test result, they transition to Holding Period for the 7th through 14th day.** Commands are responsible for reporting ROM status and ensuring compliance. The CFAS ROM team will also track the status of non-immunized travelers. **A non-vaccinated person (including those who are only partially vaccinated) who subsequently becomes a close contact with a known positive will immediately transfer into quarantine status. Public health officials are responsible for verifying vaccination status and making this close contact determination, and will notify the person's Command/organization of the close contact status.**

Commands/organizations are responsible for notifying those personnel (including their dependents) of close contact status and are responsible for placing them into quarantine as soon as possible, but no later than 24 hours after notification by public health officials. Personnel in quarantine will be tracked by public health officials and cleared from quarantine at the discretion of the PHEO/CMA, typically 14 days from last contact with a known positive. Release from quarantine on day 14 is contingent on the individual remaining asymptomatic and obtaining a negative exit test no earlier than day 10 of the quarantine. Release notifications will be sent by CFAS medical to Command/organization leadership; Command/organizations remain responsible for notifying their quarantined personnel of their release.

c. PHO Violation ROM. When a violation of this PHO is discovered, I will evaluate whether a ROM or **Holding Period** is **necessary**. In situations where there is a significant risk of exposure and transmission to the community, I will mandate a ROM or **Holding Period**, as applicable. Exit testing for individuals placed in ROM or **Holding Period** due to a PHO violation is not required unless that person becomes symptomatic and CFAS medical recommends testing.

d. ROM Location. **CFAS medical can direct a Service Member or Dependent who is otherwise eligible to ROM on-base—even if that person is eligible to spend their time in a ROM variant (Isolation, Quarantine, Travel ROM, Holding Period) in their domicile—if the person's medical status warrants the directive.**

3. Quarantine. The status of individuals who are restricted in their movements due to their being believed to be exposed to a communicable disease in order to prevent the possible spread of the disease. Quarantine is precautionary, not punitive. Quarantine is medically directed and is used for persons who are Close Contacts of either a confirmed Positive Case or a person who is under suspicion of being a Positive Case. Until CFAS Medical clears a person, that person will follow the procedures for persons placed into Quarantine.

4. Isolation. Isolation refers to separating confirmed Positive Cases from people who are not infected. Symptomatic individuals may also be placed in Isolation pending results from COVID-19 testing. Isolation is medically directed and is precautionary, not punitive. Isolation is required for: i) Confirmed Positives and ii) persons who are symptomatic and are undergoing testing to determine if they are a Positive Case. **Personnel in isolation shall avoid contact with others until cleared by CFAS medical from isolation, which is typically 10 days from symptom onset or 10 days from a positive test result, provided that the person is asymptomatic by then.**

Subj: CFAS RESTRICTION OF MOVEMENT REQUIREMENTS AND GUIDELINES

Public health officials will notify them and their Commands/organizations of the result, screen them for symptoms of concern, and conduct contact tracing. Per reference (b), public health officials will screen them again before release from isolation, to ensure that they meet clinical criteria for release. Release notifications will be sent by public health officials to Command/organization leadership, who remain responsible for notifying personnel of their release. Upon release from isolation, personnel are considered recovered positives and are not subject to additional restrictions unless they are still within 14 days of arriving in Japan, in which case they will complete the remainder of their 14-day Travel ROM in a Holding Period.

5. Individual and Family Requirements. See the ROM Acknowledgement below for details on what is permitted/prohibited during ROM periods. The ROM Acknowledgment also contains certain exceptions for limited activities during ROM. All persons that must ROM and their chain of command should thoroughly review the requirements listed in the ROM Acknowledgement.

6. Lodging Requirements. All Navy SOFA travelers returning to Japan must conduct their ROM on a U.S. installation or if they have established a residence in Japan, at their residence. Individuals living in open-bay settings or rooms with shared bathrooms and/or kitchens facilities should be placed in separate lodging to span the 14-day ROM period. Families in the same ROM status do not require separate lodging; families may conduct ROM together but should still practice physical distancing unless travel was conducted jointly (e.g. family member returns from leave in Continental United States (CONUS) to a domicile where a Service Member has not left—the family member should utilize a separate bedroom and bathroom for the duration of ROM).

7. Command Responsibilities. Commander, Navy Region Japan has clarified in reference (c) that each tenant command is responsible for supporting its own personnel in ROM. Commands will assist in making arrangements to transport personnel from the airport to their residence (excluding non-government travel, e.g. leave, which must be arranged by the traveler). Units will track and report all members in a ROM and LRS to the CFAS Command Master Chief (CMC) and Chief Staff Officer (CSO). Reports to the CSO and CMC must be by email and include the member's: Unit Identification Code (UIC) number, last name, first name, Department of Defense (DoD) identification number, current address, ROM address and the start date of the member's ROM or LRS. The CFAS ROM team will also track all persons in ROM and LRS. Vaccination status and if a member is a 90-day Recovered Positive Case will be reviewed by a unit travel coordinator who has been designated in writing to perform this function. The individual unit to which the individual is assigned will arrange separate lodging if needed for ROM. Immediate supervisors will not require individuals to report to their duty location or otherwise disregard ROM requirements. Units are responsible to facilitate all aspects of initial in processing (orders, voucher, etc.). Commands must ensure that such persons have sufficient clothing, thermometers, emergency non-med personal protective equipment, hygiene equipment, food/meals, cleaning supplies, telework equipment if applicable and means to communicate with medical personnel and their command. Commands must also ensure that ROM personnel receive a COVID-19 test as described in paragraph (10) below.

Subj: CFAS RESTRICTION OF MOVEMENT REQUIREMENTS AND GUIDELINES

8. Calculating ROM and LRS Periods for Persons Returning from Travel. ROM and/or LRS lasts 14-days (336 hours), counting **from the day following arrival** and ending on the 14th day at the same hour as arrival to the ROM or LRS location. This is applicable for all situations requiring ROM or LRS, including official and unofficial travel. In cases of Close Contacts, Quarantine is determined to be 14-days from the time of last known contact with the Positive Case or person under suspicion of being a Positive Case. Traveling via MILAIR between installations does not reset the 14-day clock for LRS for Immunized travelers.

9. Acknowledgement and Accountability. Active duty military will sign a NAVPERS 1070/613 containing the requirements outlined in the ROM/LRS Acknowledgement below. Everyone else will sign the ROM/LRS Acknowledgement of this Memorandum.

10. ROM Exit Testing. Per references (c) and (d), all persons whose ROM or LRS was required due to travel from outside of Japan will undergo COVID-19 viral testing prior to exiting ROM or LRS, except for 90-day Recovered Positive Cases. Exit testing is given on day 8 for Immunized and non-Immunized Travelers. All individuals must complete a full 14-days whichever applicable combination of ROM and LRS and receive a negative test result in order to be totally cleared. If a test comes back positive, such individuals will transition to Isolation for an additional 10 days.

11. Testing at Japanese Airports/Ports of Entry. If testing is completed at a commercial entry point in Japan, such testing does not satisfy United States Forces Japan (USFJ) requirements for a viral test prior to release from ROM. Those tests must be administered by U.S. medical personnel.

12. Policies for MLC, IHA, and Other Non-SOFA Employees that Work Aboard U.S. SOFA Installations: When informed by Japanese public health officials, CFAS Medical will relay notifications of positive results or quarantine for MLC, IHA, and other Non-SOFA employees aboard CFAS to the employees' Commands/Organizations. If such employees are unvaccinated and placed into quarantine or put on 14-day administrative leave due to close contact with a known positive, then they should undergo post-quarantine/leave testing no earlier than day 10 of their quarantine period. They must complete their quarantine or administrative leave period and have a negative test result before returning to work aboard CFAS. If an employee who is fully vaccinated is put into quarantine by Japanese authorities, they must complete their quarantine period before returning to work, but they do not require a post-quarantine test.



D. J. ADAMS

Subj: CFAS RESTRICTION OF MOVEMENT REQUIREMENTS AND GUIDELINES

RULES AND ACKNOWLEDGEMENT – FOR ROM PERSONNEL

1. In order to obtain and/or maintain access to Commander, Fleet Activities Sasebo (CFAS), you must meet the following requirements. If you are unable to meet these requirements, you will not be granted base access and may be subject to additional administrative action such as curtailment, debarment or early return to the United States. Military members who violate these rules may be punished under Articles 84 and 92 of the Uniform Code of Military Justice.

2. Because you recently:

a. were a Close Contact with a Positive Case or a person suspected of having contracted COVID-19;

b. traveled outside of Japan or to prohibited areas (Red areas as designed on Map (1) of enclosure (2) or Black areas designated on Map (2) of enclosure (2) of reference (a)); or

c. otherwise violated the CFAS Public Health Order

on the date of _____, you will be residing at: _____

until the date of _____. After that time, and upon receipt of a negative COVID-19 test, you will transition to a **Holding Period** for _____ days. In addition, you will abide by all rules stated in enclosure (1) of reference (d) (CNFJ/CNRJ Restriction of Movement Guidance).

3. Should you have any questions or concerns, contact _____ at the email address _____ or the number of _____.

4. Failure to comply with this order may subject you to punitive or administrative action. Thank you for your continued support and cooperation!

ACKNOWLEDGEMENT

1. I acknowledge that the above are requirements for base access per the CFAS Public Health Order of **23 Sep 2021**. I acknowledge that I reviewed and understand these requirements and that should I have any questions or require any clarification, I must first consult with the POC named above. I acknowledge that all of the above requirements apply to me. I further understand that non-compliance may subject me to administrative action based on my status (i.e., punishment under the UCMJ if military; curtailment, installation debarment or Early Return to the United States if a civilian or dependent).

Printed Name

Signature and Date

Subj: CFAS RESTRICTION OF MOVEMENT REQUIREMENTS AND GUIDELINES

RULES AND ACKNOWLEDGEMENT – FOR **HOLDING PERIOD PERSONNEL**

1. In order to obtain and/or maintain access to Commander, Fleet Activities Sasebo (CFAS), you must meet the following requirements. If you are unable to meet these requirements, you will may be subject to additional administrative action such as curtailment, debarment or early return to the United States. Military members who violate these rules may be punished under Articles 84 and 92 of the Uniform Code of Military Justice.

2. Because you recently:

a. were a Close Contact with a Positive Case or a person suspected of having contracted COVID-19;

b. traveled outside of Japan or to prohibited areas (Red areas as designed on Map (1) of enclosure (2) or Black areas designated on Map (2) of enclosure (2) of reference (a)); or

c. otherwise violated the CFAS Public Health Order

on the date of _____, you will be residing at: _____ and will enter a **Holding Period**. You will be permitted to be only in your domicile or other areas on a Military Installation until the date of _____. After that time, and upon receipt of a negative COVID-19 test, your **Holding Period** will terminate. During **Holding Period** you may not use public transit, walk off the installation (including commuting to/from the installation). While in this status, you may use all base services move freely around the installation.

3. Should you have any questions or concerns, contact _____ at the email address _____ or the number of _____.

4. Failure to comply with this order may subject you to punitive or administrative action. Thank you for your continued support and cooperation!

ACKNOWLEDGEMENT

1. I acknowledge that the above are requirements for base access per the CFAS Public Health Order of **23 Sep 2021**. I acknowledge that I reviewed and understand these requirements and that should I have any questions or require any clarification, I must first consult with the POC named above. I acknowledge that all of the above requirements apply to me. I further understand that non-compliance may subject me to administrative action based on my status (i.e., punishment under the UCMJ if military; curtailment, installation debarment or Early Return to the United States if a civilian or dependent).

Printed Name

Signature and Date